

ADMINISTRATIVE - INTERNAL USE ONLY

21 November 1975

MEMORANDUM FOR: Acting Chief, Security Support Division  
SUBJECT : Milestone 3, MBO OS D-01-76

METHOD OF ACCOMPLISHMENT

Identification:

1. For the purpose of satisfying this MBO, the Interrogation Branch has identified inactive polygraph files for eventual destruction. Inactive polygraph files are the files retained by the Interrogation Branch of polygraph subjects who no longer are affiliated with CIA.
2. In order to identify inactive files from active files, Interrogation Branch Index Cards dating from the first polygraph file (circa 1948) and progressing forward will be pulled and placed in the SANCA system for separation into the two categories; i.e., CIA affiliated and CIA non-affiliated personnel.

Problems:

1. The identification of polygraph files pertaining to staff, staff-like and contract employees is a minor problem and can be resolved using the cross check system mentioned above via SANCA and CENBAD.
2. Polygraph file pertaining to operational polygraph subjects present a more complicated problem. In order to identify files for destruction in this category the Interrogation Branch must work through the DDO. Securing DDO's cooperation in this effort may cause some problems. Additional requirements will certainly impact on the DDO current workload and if it does not receive sufficient priority, the work may fall behind, seriously affecting the accomplishment of the mission objective.

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Priority:

1. The first priority (Priority I) in attaining this objective should be the reduction of files involving overt (staff, staff-like) polygraph files of CIA non-affiliated polygraph subjects. This should be done in five-year increments; i.e., 1948 - 1953, 1954 - 1959, 1960 - 1965, 1966 - 1971, 1972 - 1977, for the purpose of maintaining control and also as a measure of progress.

2. Of lesser priority, (Priority II) will be the destruction of inactive covert (DDO Operations) polygraph files where we must rely on the cooperation of the DDO to make appropriate file traces.

Estimate of Resources:

1. Both priorities may be accomplished simultaneously, but at a different pace. However we would concentrate on Priority I materials first in order to accomplish a 10% reduction.

2. Once Interrogation Branch is instructed to reduce file holdings by the target 10% it is estimated that the polygraph dossiers could be identified, separated, collected, reviewed and made ready for destruction within 60 days using the following staff:

1 Professional	-	8 hours weekly
2 Clerical	-	8 hours each, working on the sixth day on overtime



Acting Chief,  
Interrogation Branch

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